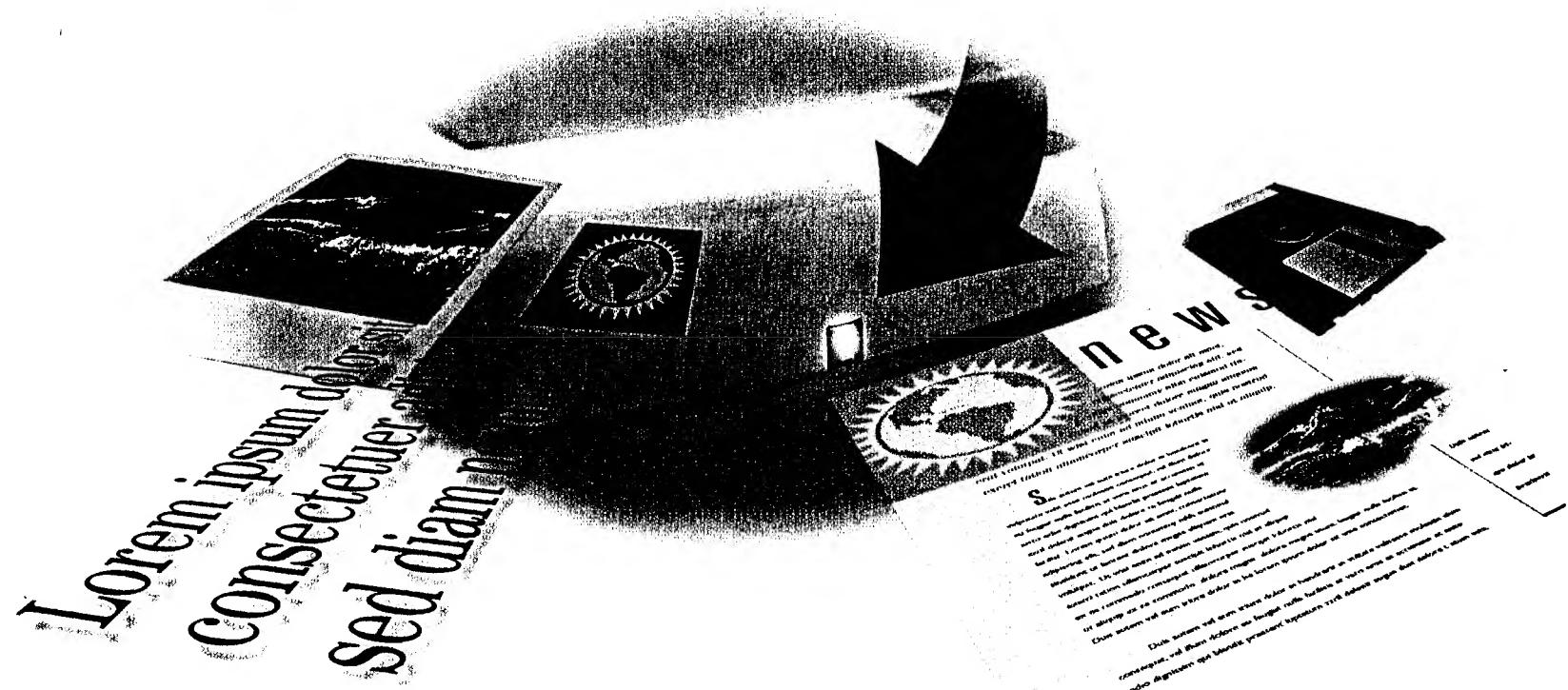




*H P ScanJet  
5 p Scanner*

# Getting Started

Microsoft  
Windows®  
Version



© Hewlett-Packard Co., 1996  
All Rights Reserved.

Reproduction, adaptation, or translation without prior written permission is prohibited, except as allowed under copyright laws.

**RESTRICTED RIGHTS LEGEND**  
Use, duplication or disclosure is subject to restrictions as set forth in contract subdivision (c)(1)(ii) of the Rights in Technical Data and Computer Software Clause 52.227-FAR14.

Material scanned by this product may be protected by governmental laws and other regulation, such as copyright laws. The customer is solely responsible for complying with all such laws and regulations.

Publication number  
C5112-90020

First Edition, September 1996

Microsoft and Windows are U.S. registered trademarks of Microsoft Corporation.

PaperPort is a trademark of Visioneer, Inc. in the United States and other countries.

## **Warranty**

The information contained in this document is subject to change without notice.

**Hewlett-Packard makes no warranty of any kind with regard to this material, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose.**

Hewlett-Packard shall not be liable for errors contained herein or for incidental or consequential damages in connection with the furnishing, performance, or use of this material.

This document contains proprietary information which is protected by copyright. All rights are reserved. No part of this document may be photocopied, reproduced, or translated to another language without the written consent of the Hewlett-Packard Company.

## **FCC Statement for the interface card supplied with equipment:**

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interferences received, including interference that may cause undesired operation.

This device complies with Canadian electromagnetic compliance Class B requirements.

## **FCC Radio Frequency Interference Statement for Model C5110**

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

Reorient or relocate the receiving antenna.

Increase the separation between the equipment and the receiver.

Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

Changes or modification of this equipment not expressly approved by Hewlett-Packard could void the user's authority to operate this equipment. Only use the cables, connectors, power cords and accessories supplied with this equipment or expressly approved by Hewlett-Packard.

# Getting Started

- 3      *Installing the Scanner*
- 16     *Basic Scanning Steps*
- 18     *Quick Reference*
- 23     *Regulatory Information*



To install your HP ScanJet 5p scanner and software, you must:

- Ensure your system meets the requirements listed in “Minimum System Requirements” on page 4.
- Ensure that you have all the necessary components, as shown in “Scanner Box Components” on page 4.
- Follow the installation steps outlined in the “Installation Overview” on page 4.

**Note** In some cases you will need to refer to the *HP ScanJet 5p Scanner User’s Guide* for further instructions.

## **Scanner Features**

### **Push-Button Scanning**

**Scanning begins at the push of a button. After you push the green button on the front of the scanner, the HP scanning software opens and you make selections to begin your scan.**

### **Scanning from Software Applications**

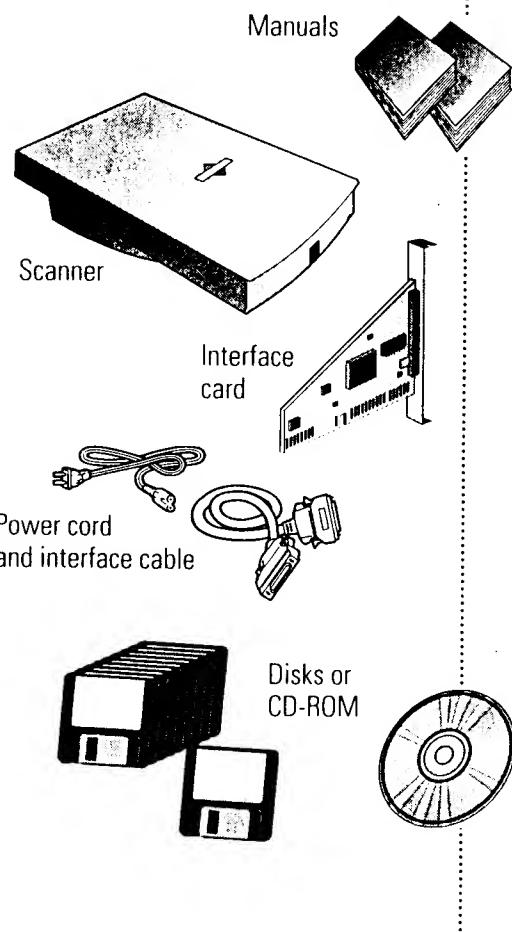
**With many software applications (such as word processors), you can start a scan from within the application itself. You can also start the scan from the scanning software provided with your HP ScanJet 5p scanner.**

### **Energy-Saving Features**

**The HP ScanJet 5p scanner saves power with its energy-saving features. These features significantly reduce the amount of power that the scanner consumes when not in use.**

## Scanner Box Components

Your scanner box should contain the following items:



## Minimum System Requirements

- 80486 or higher processor
- 8 Mbytes RAM
- 20 Mbytes available hard disk space
- Windows-compatible pointing device (such as a mouse)
- Video Graphics Array (VGA) monitor
- Either:
  - DOS 5.0 or later and enhanced mode Windows 3.1x
  - Windows 95
- One available expansion card slot for the HP Interface Card, or:
  - for Windows 95, a Windows 95 compliant SCSI card, or a SCSI port that came with the computer
  - for Windows 3.1x, an ASPI- or CAM-compliant SCSI card

## Installation Overview

**Note** For a successful installation, follow these steps in the order shown:



Step 1: Install the HP scanning software.



Step 2: Install the HP interface card (non-SCSI systems only).



Step 3: Unlock the scanner.



Step 4: Connect the scanner.



Step 5: Install the scanner drivers (Windows 95 only).



Step 6: Test the installation.



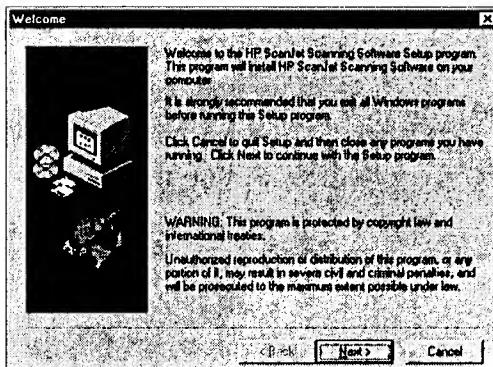
## Step 1: Install the HP Scanning Software

**Note** For CD-ROM installation, see the booklet in the CD-ROM case for software installation instructions, then proceed to "Step 2: Install the IIP Interface Card" on page 8.

**Note** You are installing two software applications: IIP Scanning Software and PaperPort™ software for HP.

- 1 Close any other software applications that are running.
- 2 Insert the HP Scanning Software disk #1 into the disk drive.
- 3 Run the Setup program:
  - In Windows 3.1x, from the Program Manager, choose *File* ➤ *Run*.
  - In Windows 95, choose *Start* ➤ *Run*.
- 4 Type *A:\SETUP*, then press *Enter*.

5 The Welcome screen for HP Scanning Software appears:

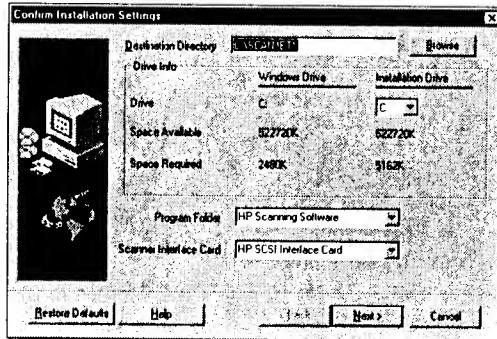


- 6 Click *Next >*, and follow the on-screen instructions:
  - Accept the License Agreement.
  - Type your name and company on the next screen.



Choose a location for the scanner within normal office temperature and humidity ranges and out of direct sunlight. Put the scanner on a flat, even surface in a location free from dust and constant vibrations.

7 The Installation Settings dialog box appears:



a Change the following settings as needed:

- Installation directory
- Installation drive
- Program folder or Program Manager Group name
- Interface card

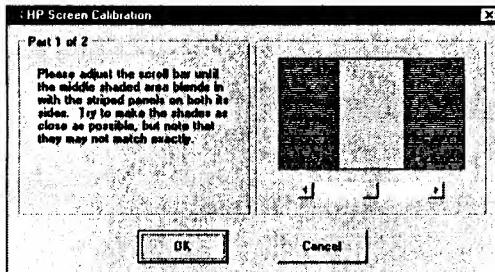
b Click *Next >* to continue the installation.

8 In Windows 3.1x, the setup program displays the lines which must be added to your CONFIG.SYS and SYSTEM.INI files.

Choose *Let Setup modify...* to update the file now.

9 If the install program detects an EISA backplane on your computer, Setup will ask you for your EISA reference disk. If you do not have the disk, choose *Skip*.

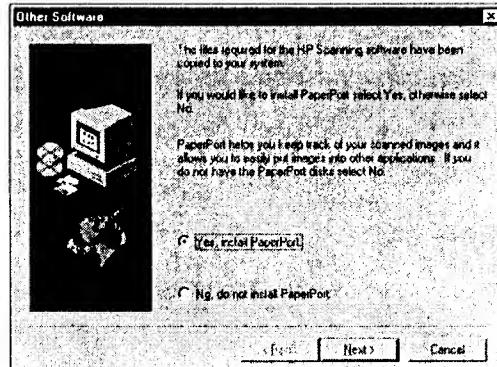
**10** The Screen Calibration dialog box appears:



- a Follow the instructions to calibrate the monitor to the scanner.
- b Move the scroll bar under the gray boxes until the shades of gray match as closely as possible. It may help to look at the boxes with slightly blurred or unfocused vision so that the shades of gray appear to blend together.
- c Click *OK*.
- d Repeat steps **a** through **c** for the second screen calibration dialog box.

**11** The Printer Selection dialog box appears. Follow the instructions on the screen and click *OK*.

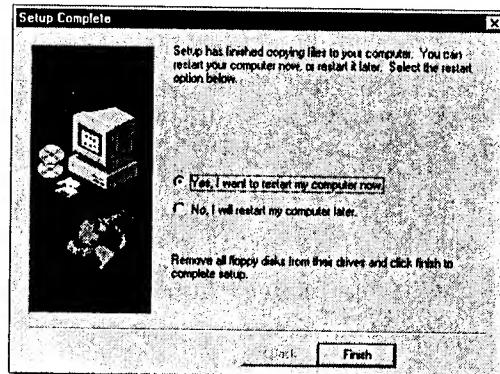
**12** The PaperPort installation dialog box appears:



- a Choose *Yes, install PaperPort*.
- b Click *Next*.
- c Insert PaperPort disk #1 and follow the on-screen installation instructions.

**Note** The Image Editor is installed separately from the HP Scanning Software.

- 13** After PaperPort is installed, the Setup Complete dialog box appears:



- a** Choose Yes...restart.
  - b** Remove disks from the floppy drives.
  - c** Click *Finish*.
- Windows restarts.
- 14** Install your Image Editor (if available). See the Image Editor disk for installation instructions.

**Your scanning software is now installed.**



## Step 2: Install the HP Interface Card

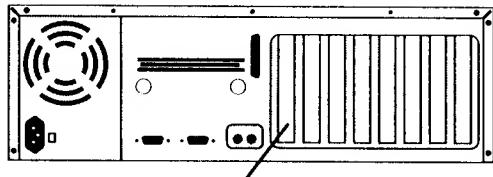
**Note** If you are using an existing SCSI card, see Appendix A of the *HP ScanJet 5p Scanner User's Guide* for compatibility and additional installation instructions. A SCSI card is an interface card which allows you to connect peripheral devices to your computer.

- 1 Turn off the computer, unplug it, and remove its cover.

### CAUTION

See your computer's user documentation for installation and safety instructions on opening the computer.

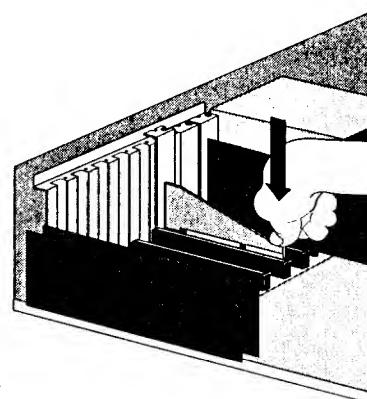
**2** Choose an empty card slot:



*Example of accessory card slots viewed from outside the computer*

- 3** Remove the slot cover from the back of the computer by loosening or removing the screw that holds the slot cover in place (discard or store this cover, as it is no longer needed).
- 4** *Touch some metal part of the computer frame with one hand* and then remove the interface card from its antistatic bag with the other hand, holding it by its metal support bracket. **The HP interface card can be damaged by static electricity.**

- 5** Position the HP interface card so the bottom edge of the card is aligned over the slot in the computer and press down **firmly** on the shorter end of the card.



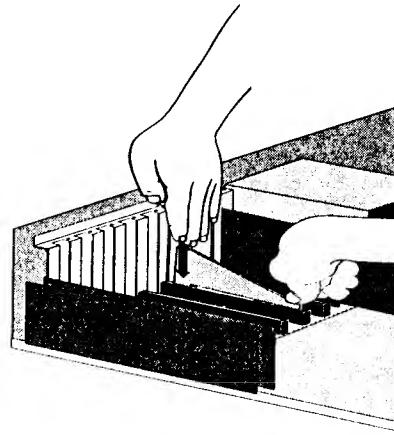
*Installing the interface card*

**Note** Do not touch the gold edge of the card. Oil from your fingertips will reduce the effectiveness of the contacts.

**Note** The HP interface card provided with the scanner is not designed or tested for use with any equipment other than a single HP scanner. HP does not support the use of this card with SCSI devices other than HP scanners.

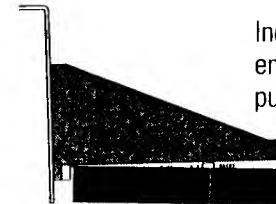
**Note** The SCSI address should not be changed (it is set at 2) unless you have multiple SCSI devices connected to your computer. See "Set the Scanner SCSI Address" on page A-5 of the *HP ScanJet 5p Scanner User's Guide* before changing the SCSI address.

- 6 While holding the shorter end of the card, press down on the longer end of the card until it snaps into place. The card may fit snugly, so you may have to apply strong pressure.

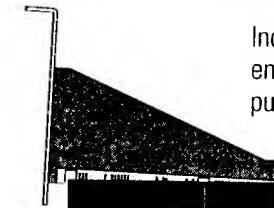


*Installing the interface card*

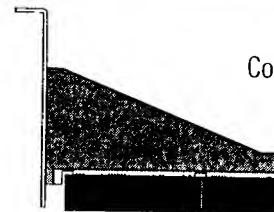
- 7 Make sure the card is seated in the slot correctly (see illustration, right). The card should be evenly aligned with the slot.
- 8 Secure the card by replacing the screw in the metal bracket.
- 9 Close the cover, and reconnect the computer's power cord.



Incorrect: The shorter end of the card is not pushed in firmly.



Incorrect: The longer end of the card is not pushed in firmly.



Correctly seated card.



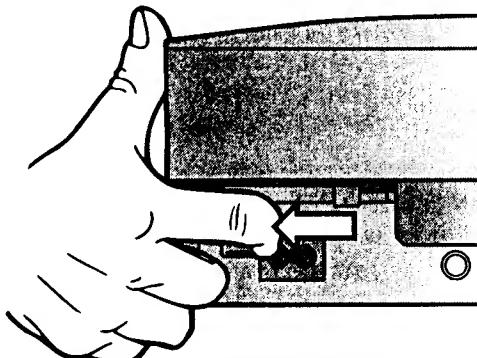
### Step 3: Unlock the Scanner

A locking mechanism holds and protects the scanner optics during shipment. You must unlock it before you can plug in the power cord.

To unlock the scanner:

- 1 Find the lock on the back of the scanner.
- 2 Slide the scanner lock toward the outside edge of the scanner.

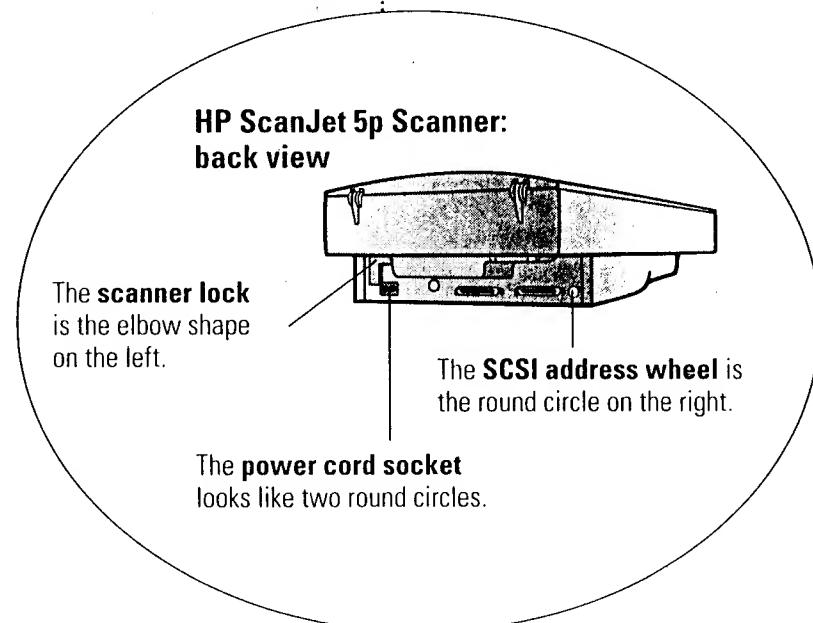
**Note** You need to pull hard on the scanner lock.



*Unlocking the scanner*



Lock the scanner again if you need to move it.

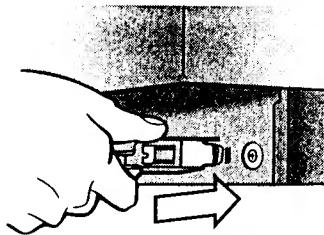




## Step 4: Connect the Scanner

Use this procedure only if you are connecting the scanner to the HP interface card provided with the scanner. If you are connecting to an existing ASPI or CAM card, refer to "Connect the Scanner" on page A-8 of the *HP ScanJet 5p Scanner User's Guide*.

- 1 Securely attach one end of the interface cable to the HP interface card you installed.
- 2 Attach the second end of the interface cable to the back of the scanner.



3 Verify that you have unlocked the scanner, then plug the power cord into the scanner and into an electrical outlet.

- 4 Turn on the power switch to the scanner.

**Your scanning hardware is now installed.**



## Step 5: Install Drivers (Windows 95 only)

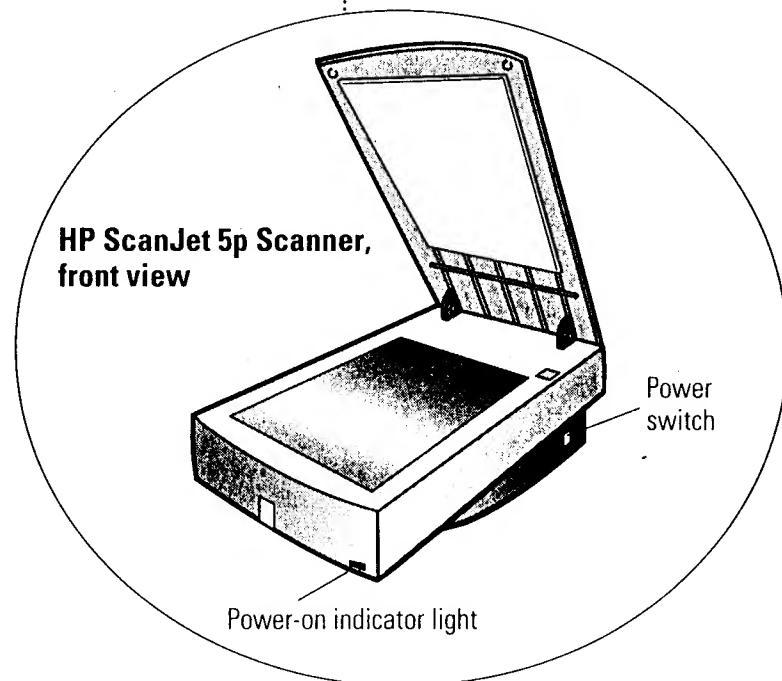
**Note** For CD-ROM installation, see the booklet in the CD-ROM case for driver installation instructions, then proceed to "Step 6: Test the Scanner" on page 14.

- 1 Turn on your peripherals (including your scanner), then turn on your computer.
- Is your scanner turned on?  
Check that the green LED is on.

- 2 You will see a message that Windows 95 has found the HP interface card you just installed and it will ask for the drivers.
- 3 Insert the Drivers disk of the HP Scanning Software and click *OK*. The drivers for the HP interface card are copied from the disk.

**Note** You may have to type the path to your floppy drive (usually A:).

**Note** You must turn on the HP ScanJet scanner *before* you turn on your computer.





## Step 6: Test the Scanner

- 1 Open the HP Scanner Test program.

### For Windows 3.1x:

Double-click the HP Scanner Test icon in the HP Scanning Software Program Manager group.

**For Windows 95** (the scanner must be turned on before the computer is started):

- a Click *Start*, then choose *Settings* ➤ *Control Panel*.
  - b Double-click the HP ScanJet Scanners icon.
  - c Choose the *Test Tab*.
- 2 Click *Scanner* to start the scanner test. Follow the instructions on the screen.

### Test Results

If the scanner passes the test, close the test software. If the scanner does not pass the test, see "Installation Problems" on page 8-3 of the *HP ScanJet 5p Scanner User's Guide*.

## If the Scanner is Not Working

- 1 Check to be sure that:
  - The scanner is unlocked.
  - The power cord is connected.
  - The scanner is turned on.
  - The HP interface card is fully and evenly seated in its slot.
  - A SCSI cable connects the scanner to an HP interface card or another SCSI card.
  - The interface cable is securely attached to the scanner at one end and the computer at the other.
  - The device drivers were installed correctly (see "Device Drivers for Windows 3.1x" on page B-3 or "Device Drivers for Windows 95" on page B-5 of the *HP ScanJet 5p Scanner User's Guide*).

- 2 Completely turn off your computer, scanner and all external devices, then wait 30 seconds.
  - 3 Turn on all external SCSI devices, including the scanner.
  - 4 Turn on the computer.
- Make sure that you do not have a SCSI device problem (see "If You Have Problems With SCSI Devices" on page A-21 of the *HP ScanJet 5p Scanner User's Guide*).

## Installation Error Messages

For explanations of error messages, see "System Startup Messages" on page 8-17 of the *HP ScanJet 5p Scanner User's Guide*.



For a complete disconnection from the power source, the power plug has to be disconnected.

## *B a s i c   S c a n n i n g   S t e p s*

This section provides basic scanning instructions. Refer to your *HP ScanJet 5p Scanner User's Guide* for more detailed instructions.

- 1 Make sure the scanner is turned on and connected to your computer. You need to be running Windows.
- 2 Put the document face down on the scanner glass in the upper-right corner next to the arrow. Close the cover.
- 3 Push the green button on the front of your scanner.  
The HP PictureScan Task Manager window appears.

### 4 Choose the scan type:

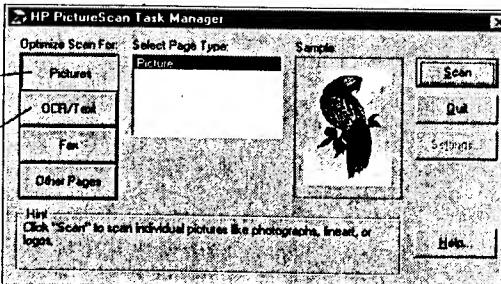
#### To scan a picture:

- a In the HP PictureScan Task Manager window, click *Pictures*, then click *Scan*:



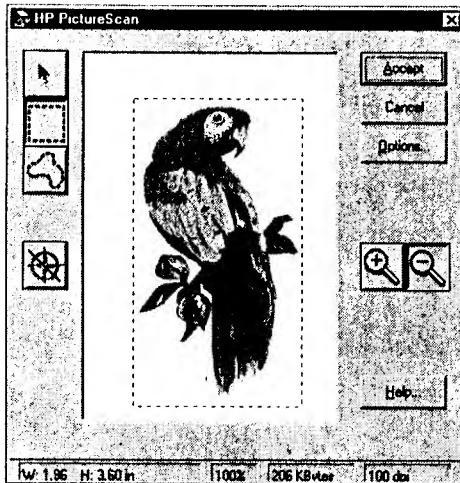
### **HP PictureScan Task Manager Window**

Click Pictures if you are scanning a picture.



Click OCR/Text if you are scanning text.

The HP PictureScan preview window appears:



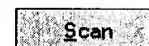
- b Click *Accept* to start the final scan:



- c The scanner does a final scan and a thumbnail of the picture is displayed in the PaperPort Desktop window.

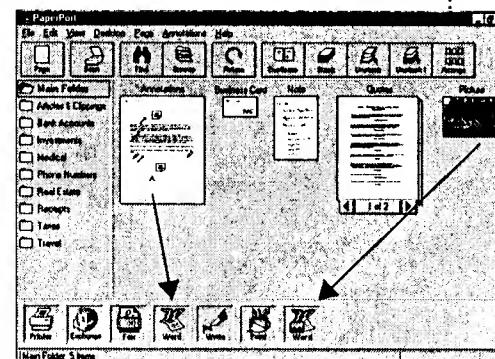
### To scan text:

- a In the HP PictureScan Task Manager window, click *OCR/Text*, then click *Scan*:



- b The scanner does a final scan and a thumbnail of the picture is displayed in the PaperPort Desktop window.

### PaperPort Desktop Window



Drag and drop pictures to the Word Image icon or other application.

Drag and drop text to the word processor icon for OCR.

## Scanning Software Components

	<b>PaperPort™ software for HP</b>	Lets you scan, organize and annotate documents; puts scanned items into compatible application programs.
	<b>HP PictureScan with AccuPage</b>	Controls the actual scanning and scan settings.
	<b>HP Scanner Calibration</b>	Optimizes the quality of printed scanned images.
	<b>HP Scanner Test</b>	Tests the scanner after installation.
	<b>HP SCSI Addresses</b>	Displays the system's SCSI devices and available SCSI addresses. (Windows 3.1x only.)
	<b>HP Screen Calibration</b>	Calibrates your screen to the scanner after installation.
	<b>HP ScanJet Copy Utility</b>	Makes convenience copies.
	<b>HP ScanJet Scanners in Control Panel</b>	Selects and tests the scanner; displays SCSI information. (Windows 95 only.)
	<b>Image Editor</b>	Lets you clean up or make detailed changes to your scanned images. (Available with most product options.)

## HP PictureScan Overview

Use HP PictureScan to specify the color and resolution of your scanned image.

### HP PictureScan Task Manager

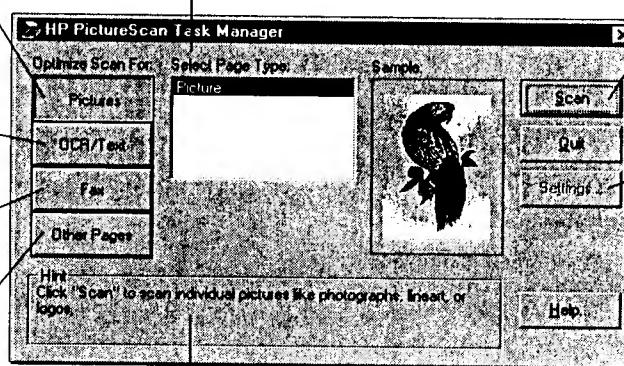
**Pictures** optimizes both line art and photographs.

**OCR/Text** optimizes pages that will later be converted to editable text.

**Fax** optimizes pages that will later be sent by your fax software.

**Other Pages** optimizes pages to be saved electronically or sent to e-mail.

**Select Page Type** specifies the type of page to be scanned. This choice determines the optimization of the final scanned image.



**Scan** initiates the scan of the document.

**Settings** specifies Fine or Standard for Fax resolution and the page sizes.

**Hint** displays information about the image which results from this type of scan.

If you choose Pictures, a preview scan is shown in the following window:

### HP PictureScan Preview Window

**Selection tools** specify the area you want to scan.

**Sharpen** button improves the clarity of images.

**Status bar** shows width, height, scaling percentage, memory size and resolution.



**Options** button lets you set picture size and type, select printer, and other settings.

**Selection border** defines the area to be scanned.

**Zoom** buttons provide a closer look.

## PaperPort Desktop Overview

Use the PaperPort Desktop to access your previously scanned images organized into stacks and folders:

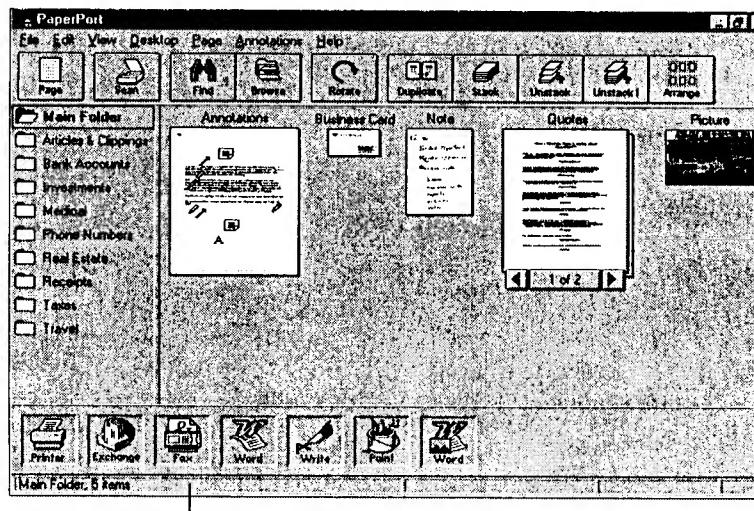
- |                                                                                                                                              |                                                                                                                                     |                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
|  Switch from Desktop View to Page View.                     |  Rotate the selected item 90 degrees to the right. |  Unstack the visible page of the stack.                               |
|  Scan from HP PictureScan.                                  |  Make a copy of the selected item(s).              |  Neatly arrange the items in Desktop View.                            |
|  Find an item on the Desktop or an annotation in Page View. |  See a list of items on the Desktop.               |  When using Windows OLE, click to return to your Windows application. |
|  Stack selected items into one stack.                       |  Unstack the pages of the selected stack.          |                                                                                                                                                          |

### PaperPort Desktop

**Command Bar** contains shortcuts for menu commands.

Choice of **folders**.

**Link Bar** contains icons for sending scanned images to other applications. Drag image onto icon.



Items inside the currently selected folder.

**Status Bar** shows information about selected items, links or buttons.

## PaperPort Page View Overview

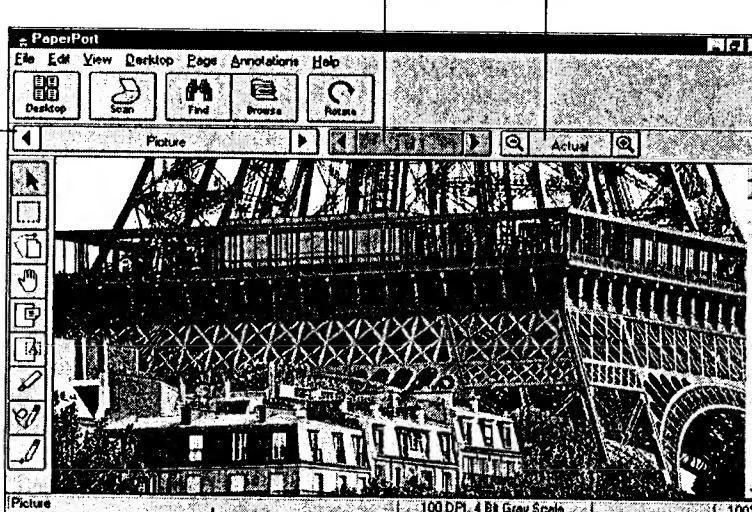
Use Page View to display one page at a time. Page View is also where you add annotations to a page.

### PaperPort Page View

**Document Navigator** allows you to scroll among items on the Desktop. Click the middle area to see a list of items on the Desktop.

**Page Navigator** allows you to scroll between pages in a stack. Click the middle area to go to a specific page.

**Zoom Navigator** allows you to reduce or enlarge the image. Click the middle to return the image to actual size. The scale of the image is shown in the Status Bar.



**Annotation Tool Bar** contains tools for adding notes, highlights, or arrows.

**Status Bar** shows item's title, scanned dpi (dots per inch), or the page's percentage of enlargement or reduction when the cursor is in the page boundaries.

### The Annotation Tools



**Pointer**. Select, move, and resize annotations on a page.



**Selection**. Select an area to cut or copy for pasting or cropping.



**Straighten Page**. Straighten an item that was scanned at an angle.



**Pan**. Quickly scroll an image up, down, right, or left.



**Sticky Note**. Write a resizable sticky note on the page.



**Mark-Up**. Add a single line of text. Use for filling in preprinted forms.



**Highlighter**. Highlight any part of a page.



**Freehand**. Draw freehand marks such as circling text or underlining.



**Arrow**. Draw straight lines with or without arrowheads.

## *Regulatory Information*

### **Specifications for the HP ScanJet 5p Scanner**

<b>Scanner Feature</b>	<b>Specification</b>
Scanner type	Flatbed
Maximum document size	8.5 in by 11.66 in (216 mm by 297 mm), letter width by A4 length
Scanning element	Charged-coupled device
Light source	Single xenon lamp
Interface	SCSI-2, auto-terminated
Optical resolution	300 dpi
Selectable resolution	12 dpi to 1200 dpi at 100% scaling
Scaling	1% to 400% in 1% increments at 300 dpi (depends on resolution)

Scanner Feature	Specification
Scanning speed to memory (letter size or A4, not including calibration time of about 4 seconds)	<p>At 300 dpi:</p> <ul style="list-style-type: none"> <li>• 22 seconds for 8-bit gray or 24-bit color</li> </ul> <p>At preview resolutions (24-bit color):</p> <ul style="list-style-type: none"> <li>• 4 seconds</li> </ul>
Scanning modes	1-bit (black and white) 4-bit gray (16 gray levels) 8-bit (256 gray levels) 8-bit (256 color levels) 24-bit (16.7 million colors)
Image processing options	Dithering, thresholding, scaling, interpolation, sharpening. Gamma adjustment. Color correction via scanner calibration.
AC line voltage	100-240 Vac, 50-60 Hz
Power consumption	36 W maximum, 8W idle mode
Weight	12.7 lb (5.8 kg)

*\*Actual scan time may vary depending on your system and selected image processing options.*

**Temperature****Operating**

5° C to 40° C (41° F to 104° F)

**Storage**

-40° C to 60° C (-40° F to 140° F)

**Humidity****Operating**

- 10% to 90% noncondensing  
(41°F to 95° F or 5° C to 35° C)
- 10% to 60% noncondensing  
(95°F to 104° F or 35° C to 40° C)

**Storage**

- 10% to 90%  
(32° F to 104° F or 0° C to 40° C)
- 10% to 60%  
(104° F to 140° F or 40° C to 60°C)

### **Japan VCCI Declaration**

The VCCI statement below is required in Japan. It is similar to the FCC regulations.

この装置は、情報処理装置等電波障害自主規制協議会（VCCI）の基準に基づく第二種情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。  
取り扱い説明書に従って正しい取り扱いをして下さい。

### **German Noise Declaration**

The German noise declaration is required in Germany. It gives noise output figures for the scanner.

#### **Geräuschemission**

L<sub>pS</sub> < 70 dB

am Arbeitsplatz  
normaler Betrieb  
nach DIN 45635 T. 19

Die Daten sind die Ergebnisse von  
Typprüfungen

## **EC Declaration of Conformity**

**According to ISO/IEC Guide 22 and EN45014:**

**Manufacturer's Name:** Hewlett-Packard Company  
**Manufacturer's Address:** Greeley Hardcopy Division  
700 71st Avenue  
Greeley, Colorado 80634 U.S.A.

**Declares that the product:**

**Product Name:** HP ScanJet 5p  
**Model Number(s):** HPC5110 (Product number may be followed by suffixes.)  
**Product Options:** HPC5111, HPC5112, HPC5113, HPC5114, HPC5117, HPC5118,  
HPC5119 (Option numbers may be followed by suffixes.)

**Conforms to the following Product Specifications:**

**Safety:** IEC 950: 1991 + A1 + A2 + A3 / EN 60950: 1992 + A1 + A2 + A3  
IEC825-1 / EN60825-1

**EMC:** CISPR 22: 1993, Class B / EN 55022: 1994, Class B  
IEC 1000-3-2: 1995 / EN61000-3-2: 1995  
IEC 1000-3-3: 1995 / EN61000-3-3: 1995  
EN 50082-1: 1992  
IEC 801-2: 1991 / prEN 55024-2: 1992, 4kV CD, 8 kV AD  
IEC 801-3: 1984 / prEN 55024-3: 1991, 3 V/m  
IEC 801-4: 1988 / prEN 55024-4: 1992, 1 kV Power Lines

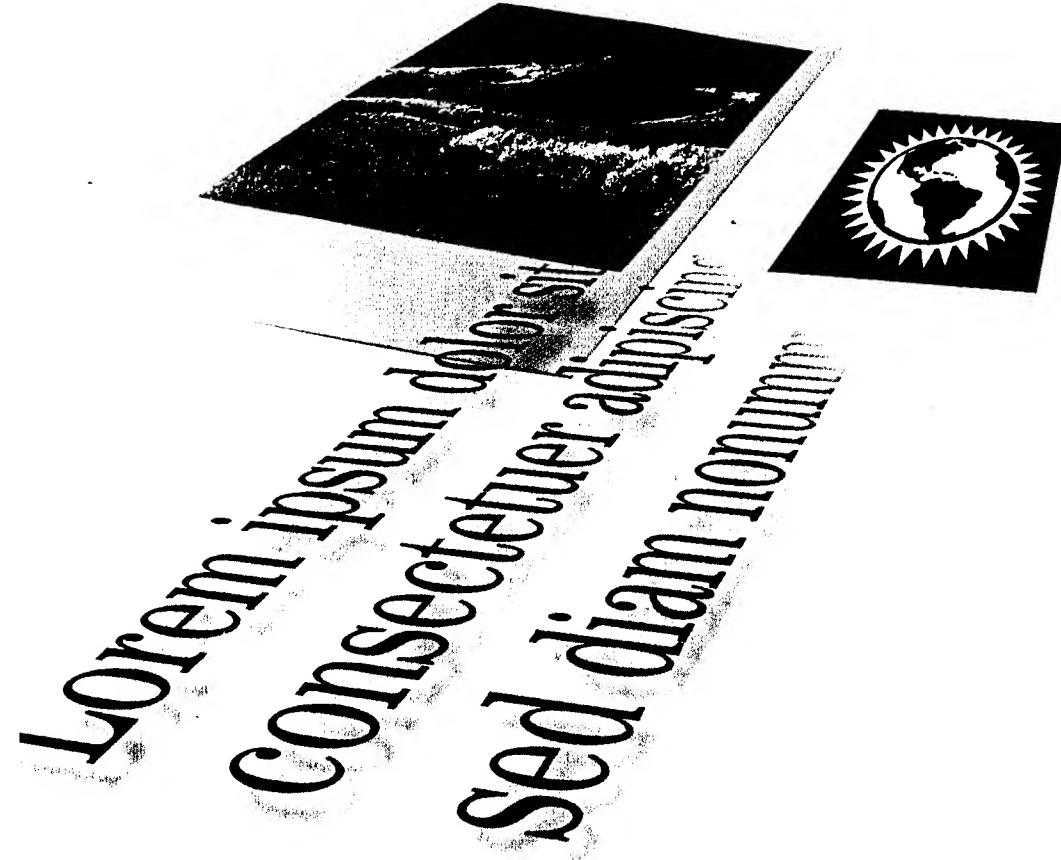
### **Supplementary Information:**

The product herewith complies with the requirements of the Low Voltage Directive 73/23/EEC and the EMC Directive 89/336/EEC and carries the CE-marking accordingly.

**Date:** Greeley, Colorado, U.S.A.  
August 5, 1996







*lorem ipsum dolor sit amet, consectetur adipisicing elit, sed diam nonumy*

Edition 1  
Printed in the U.S.A. 09/96



Pages contain at least 10%  
post consumer fibers, 50%  
total recycled content.

ColorSmart

Part Number C5112-90020

